

Here's what you need to know.

State agencies fully transition to the new Human Resource Management System (HRMS) in July 2006.

The new system replaces the state's 30-year-old system with a modern personnel and payroll application.

It can provide agencies with better data for planning and decision making.

You will receive a larger, expanded earnings statement that will give you, as an employee, a better snapshot of your own personnel and pay information.

Learn more

Visit www.washingtonworks.wa.gov for more information and to see a sample of the new earnings statement.

The new
Payroll
system

How will
it affect
you?



What differences will I see?

The biggest change you will notice is a larger, expanded earnings statement, instead of the old “pay stub.”

Much like your bank statement, the new earnings statement will be printed on letter-sized paper and will contain more information.

If your pay is directly deposited, the earnings statement will include your deposit information.

Printed paychecks (warrants) will look the same but will no longer be attached to the earnings statement.

Will my pay change?

Your earnings (gross pay) will remain the same, but the amount of your check after deductions (net pay) will likely vary from paycheck to paycheck because deduction amounts will vary from pay period to pay period.

Why will deductions vary?

FEDERAL TAXES

The new system uses a different method to calculate taxes. As a result, deduction amounts may be pennies different when comparing one pay period to another. Both methods are appropriate, they are just different.

WORKERS' COMPENSATION

Your workers' compensation (medical aid) deduction* will now be based on the actual number of hours *worked*, rather than a flat 80 hours per pay period. That means your deduction will decrease if you take leave or work fewer hours in a pay period. It will increase if you work more hours in a pay period (including overtime).

The Department of Transportation and the Department of Printing already calculate medical aid deductions using this method.

* This is the employees' share of their workers' compensation insurance premium.

When will this happen?

Most employees will receive their first paychecks processed by the new system on July 10, 2006.

FIRST AGENCIES TO USE NEW SYSTEM

These 24 agencies are already using the new system to process payroll:

- Administrative Office of the Courts
- Court of Appeals
- Department of Agriculture
- Department of Information Systems
- Department of Natural Resources
- Department of Personnel
- Department of Retirement Systems
- Department of Veterans Affairs
- Health Care Authority
- House of Representatives
- Joint Legislative Audit Review Committee
- Joint Legislative Systems Committee
- Joint Transportation Committee
- Office of Civil Legal Aid
- Office of Financial Management
- Office of the Governor
- Office of the State Treasurer
- Parks and Recreation Commission
- Permanent Statute Law Committee
- Senate
- Supreme Court
- Utilities and Transportation Commission
- Washington State Law Library
- Washington State Patrol